

<b>REQUEST FOR DISCHARGE OF ENLISTED MEMBERS</b>		DATE:	
FROM:		THRU:	TO: OTAG, ATTN: CAMP-EPM (Box 40) P.O. Box 269101 Sacramento, CA 95826-9101
NAME: (Last, First, MI)		SSN:	RANK:
ADDRESS <u>AFTER SEPARATION</u> :		HOME PHONE: (      )	
(Unit of Assignment) include (UIC, Address, Zip Code)		UNIT PHONE	Unit Box #
Is the soldier attached from another unit? Yes ____ No ____ If the soldier is attached, process the discharge through the parent unit. If the soldier is being discharged because of Unsatisfactory Participation, the unit of attachment will conduct the counseling.			
EFFECTIVE DATE: (DDMMYY)	ETS DATE: (DDMMYY)	Soldier has successfully completed all BT, AIT, REP-63 training? (check one): (If NO, then request discharge through recruiting and retention) YES ____ NO ____	
REASON FOR DISCHARGE: (Do not use order codes)		CHARACTERIZATION OF SERVICE: (RECOMMENDED) (AR) 135-178, (AR) 135-91	
Is soldier currently in a flagged status as a result of a court-martial, LOD, incomplete Art 15, WCP, APFT or Substance Abuse? YES ____ NO ____			
JUSTIFICATION: (Other than ETS, list documents available at the unit) (For enlistment in another component - attach DD Form 4, Enlistment Contract)			
<b><u>TO BE COMPLETED BY UNIT IF UNSATISFACTORY PARTICIPATION (ONLY)</u></b>			
NUMBER OF AWOLS _____ AWOL LETTER RETURN (YES) (NO) REDUCTION ORDER NUMBER AND DATE IF APPLICABLE:			
ATTEMPTED CONTACTS MADE BY FLS/AWOL ABATEMENT TEAM OR UNIT PERSONNEL (DATE, TIME AND BY WHOM/METHOD)			
1)			
2)			
3)			
<b><u>MILITARY FIRST LINE SUPERVISOR (FLS):</u></b>			
NAME: _____ RANK: _____ BUSINESS PHONE: (      ) _____			
NARRATIVE DESCRIPTION OF FACTS.CIRCUMSTANCES AND UNIT RETENTION EFFORTS:			
FLS SIGNATURE: _____ DATE: _____			
<b><u>STRENGTH MAINTENANCE NCO RECOMMENDATION (SMNCO):</u></b>			
NAME: _____ RANK: _____ BUSINESS PHONE: (      ) _____			
NARRATIVE DESCRIPTION OF RETENTION EFFORTS:			
UNIT IS IN COMPLIANCE WITH AR 135-178, AR 135-91 AND NGR (AR) 600-200: YES ____ NO ____			
SMNCO SIGNATURE: _____ DATE: _____			
SERVICE MEMBER SIGNATURE/DATE	TYPED NAME/GRADE OF CDR	SIGNATURE OF COMMANDER/DATE	